

**BY ORDER OF THE COMMANDER  
AIR MOBILITY COMMAND**



**AIR FORCE MANUAL 23-110, VOLUME 2,  
PART 2, CHAPTER 2**

**AIR MOBILITY COMMAND  
Supplement 1**

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**Supply**

**CHIEF OF SUPPLY (COS) ORGANIZATION  
AND RESPONSIBILITIES**

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**AFMAN 23-110, Volume 2, Part 2, Chapter 2, is supplemented as follows:** (This supplement is not applicable to Air National Guard and US Air Force Reserve units.)

**SUMMARY OF REVISIONS**

Renumbered some paragraphs to agree with the paragraph numbers in the basic manual. Clarifies the wording in some paragraphs to gain a better understanding of the procedural requirement. Provides procedures for the Regional Supply Squadron (RSS) to supplement AFMAN 23-110, Volume 2, Part 6, RSS Concept of Operations. Eliminates references to AMCI 23-101, Instructions for Decentralized Supply Support and adds Decentralized Supply Element (DSE) procedures (paragraphs **2.66.2.1. (Added)**; **2.66.2.2. (Added)**; and **2.66.3.1. (Added)**) for AMC bases. Deletes procedures for a base-tailored surveillance program. Clarifies inventory procedures if the Chief of Supply elects to decentralize the inventory element. Deletes reference to specific Operational Contracting customer training topics. Adds specific reference for Special Purpose Recoverable Authorized Maintenance (SPRAM) training. Clarifies the Standard Base Supply System organizational alignment of the Materiel Storage and Distribution elements/processes. Adds Chief of Supply option to decentralize the inspection element. A bar ( | ) indicates revised material from previous edition.

2.1.1. When MAJCOM options, identified throughout this manual, are not supplemented by the MAJCOM, the COS will identify their options by supplementing the appropriate paragraph in a squadron supplement. **NOTE:** The AMC RSS/CC will supplement AFMAN 23-110, Volume 2, Part 6, for the processes they manage. The supplement will also include processes managed by base personnel to ensure there is a clear line of responsibility for all the processes performed.

2.3.1. **NOTE:** Bases will align to three flights IAW AFMAN 23-110, Volume 2, Part 2, Chap 2, Attachment 2A1.2, Option 1. Movement or realignment of elements within the same flight is a COS option and included in squadron supplements to this manual. Movement of elements outside/between flights requires

approval/disapproval of HQ AMC/LGS. The only exception is the movement of the Customer Service element from LGSP to LGSC. This a COS option and does not require MAJCOM approval. To ensure your current organization structure agrees with your unit manpower document, forward all changes to your local manpower office. The organization structure for contract (A-76) supply accounts (Scott and Andrews) is governed by their specific Performance Work Statement and therefore are exempt from following the standard base supply organization structure.

2.3.2. Due to the various supply initiatives within AMC Supply Squadrons, the standardized office symbols, listed in AFMAN 23-110, Volume 2, Part 2, Chap 2, Attachment 2A2, are only recommended, not mandatory. If you deviate from the standardized office symbols, limit the office symbols to six digits and ensure your UMD reflects the current office symbols that you utilize.

2.7.5.1. Follow the procedures in AFMAN 23-110, Volume 2, Part 2, Chap 26, AMC Supplement 1, and AFI 10-201, Status of Resources and Training System (SORTS).

2.8.5. COS option on frequency, format, and composition.

2.13.25. The COS may authorize the flight chief for the equipment management element to act as the Equipment Approval Authority (EAA) for all equipment requests. When Equipment Management becomes the responsibility of the Regional Supply Squadron (RSS), the RSS will act as the EAA for the bases regionalized to the RSS.

2.14.4. Assist the AMC staff in developing and updating the warehouse management program. This program includes mechanized materiel handling systems, military construction, and storage aid modernization programs. This does not relieve the individual in charge of the materiel storage element of his/her responsibility for providing necessary inputs to the following programs:

AFJMAN 23-210, *Joint Service Manual (JSM) for Storage and Materiels Handling (formerly DoDR 4145-10-1)*.

AFJMAN 23-110, *Volume VII, Part I, Mechanized Materiels Handling Systems and Storage Aids Systems*.

AFI 32-1024, *Standard Facility Requirements (formerly AFM 86-2)*.

AFI 32-9002, *Use of Real Property Facilities (formerly AFR 87-2)*.

2.25. The COS has the option to decentralize the inventory element with written approval from HQ AMC/LGS. If the COS elects this option, the COS will appoint in writing, personnel from outside of the storage area who performed the original count, to perform inventory re-counts and required inventory research.

2.25.12. Attach a copy of the analysis to the M-10 report filed in Document Control.

2.27.3. Include SURGE/QLP training for personnel retraining into AFSC 2S0X2.

2.36.3.4. Attach a copy of the listing, to the surveillance report, outlining results of the review.

2.36.3.9. (Added) Identify material used in conducting surveillance visit (e.g. checklist, ORI report, higher headquarters inspection reports, cross feed, audit report, self-inspection, etc.)

2.50.4. Supply Discrepancy Reports (SDRs) (Formally Report of Discrepancies (RODs)). Perform an analysis of all incoming and outgoing SDRs on 1 January and 1 July. For trend analysis purposes, utilize the SDR information from the previous six months. Complete the analysis within 30 days and forward to HQ AMC/LGSPP for compilation and submittal to HQ USAF/ILSP.

2.50.10. The COS may assign this task to the analysis element, supply SORTS monitor, or the war readiness element.

2.51.3. Forward to HQ AMC/LGSP, any problem analyses that document adverse conditions requiring MAJCOM assistance or which may be of interest to other AMC supply accounts. A cover letter will accompany the request stating the conditions causing the problem and local management actions taken to resolve the problem. Each problem analysis will have supporting documentation attached. As a minimum, it will contain the following information: (a) Past six months data in a single table or figure, if available; (b) Clear, concise statement why the analysis was conducted; (c) Sources of information used in the analysis, i.e. personnel contacted, reports, directives; (d) Synopsis of the findings; and, (e) Recommendations for correcting the problem.

2.58.4.3. (Added) Prepare training plans for Special Purpose Recoverable Authorized Maintenance (SPRAM). Utilize the guidelines in AFMAN 23-110, Volume II, Part 13, Chapter 9.

2.60. Within AMC, the Base Service Store, Individual Equipment, and HAZMART functions are managed by the National Industries for the Blind (NIB). At Scott and Andrews (A-76 contract accounts), these elements are governed by the requirements stated in the Performance Work Statement.

2.65. For further guidance, refer to AFMAN 23-110, Volume II, Part 2, Chapter 26, AMC 1.

2.66.2.1. (Added) Decentralized Supply Elements (DSE) support specific direct mission support functions within base level supply. DSE procedures promote expeditious parts processing in a decentralized supply structure, which operate in peacetime as we intend to operate in war. DSEs provide direct accessibility to aircraft parts for the maintenance technician/specialist.

2.66.2.2. (Added) DSE Organization. The DSE is aligned under the Flight Line Support Element. Decentralize specific base supply functions, such as Demand Processing, Repair Cycle Support, Customer Service, Tail Number Bin (TNB), War Readiness, Mobility Readiness Spares Packages and In-place Readiness Spares Packages (MRSP/IRSP), Primary Supply Points (PSP) (if applicable at your wing), Bench Stock, Storage and Issue. Forward stock readiness spares packages (RSP) and peacetime operating stock (POS) near/adjacent to the flight line and repair activities.

2.66.3.1. (Added) Each unit is responsible for the development of necessary supplements to cover local operations. Units will not change the basic DSE intent or policy without an approved waiver from HQ AMC/LGS.

2.72. At AMC bases, Materiel Storage and Distribution elements/processes, are aligned under the Combat Operations Support Flight.

2.73.1. At the option of the COS, base supply inspection functions and processes are performed by the individual warehouses and storage operations.

2.73.8. **NOTE:** Each AMC base will schedule and accomplish an aggressive warehouse surveillance inspection program following the guidelines in AFMAN 23-110, Volume II, Part 2, Chapter 2, paragraph 2.73.8, and Chapter 14, AMC 1, paragraph 14.23.2.

2.80. Refer to AFI 23-201, Fuels Management, and AMC 1 thereto for additional guidance.

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